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Rec 11/21/61
Shelf Filing

Chief, Physical Security Division
Office of Security

28 April 1961

(Attn: [redacted])

Chief, Records Management Staff, Management Staff

Admittance of Office Equipment Company Representatives to
1717 H Street, N.W.

1. [redacted] of your office and [redacted] of this Staff jointly arranged for the admittance of Office Equipment Company Representatives to Room 308, 1717 H St., via the freight elevator. These representatives were not required to complete Form 604, Admission Card.

2. The purpose of this arrangement was to allow these representatives to bring into the building and place on display units of Shelf-Filing equipment. These people were admitted to the building on 24 March 1961, they were escorted from the freight elevator to room 308 and then out of the building by way of the freight elevator after completing this installation.

3. The companies represented and individuals concerned are as follows:

Diebold, Incorporated

George Campbell
Ezekial Seigler

Art Metal Construction Company

Philip Watkins

Methods Associates

Kenneth H. Brown
W. J. Sims

D. N. Owens Company

James D. Owens
Walter Burk
Robert E. Rogers

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Yawman & Erbe Mfg. Company

William M. Gregory
Noel Pinault

Charles Wollenweber Transfer Company

Theodore Fulton

4. We greatly appreciate your cooperation in this project as well as that of the Guard Force at 1717 H Street.



25X1

Distribution:

Orig & 1 - addressee
1 - RMS

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M/Stf/RMS/  (22 April 1961)